



Staff Recommendations

BARRINGTON PLANNING BOARD MEETING

Barrington Annex (next to the Elementary School)

572 Calef Highway

Barrington, NH 03825

Tuesday July 8, 2014

6:30 p.m.

ROLL CALL

Anthony Gaudiello-Chair
Jason Pohopek Vice-Chair
Joshua Bouchard
George Calef
Jackie Kessler
Bob Williams
Dennis Malloy, Ex-officio

Alternate Member: Daniel Ayer

Town Planner: Marcia Gasses

MINUTES REVIEW AND APPROVAL

1. Approval of the June 17, 2014 Meeting Minutes

ACTIONS ITEMS

2. [220-18-GR-14-SR \(Stephen M. Flynn\)](#) Request by the applicant for a Site Review and 3.4 Conditional Use Permit to open a Powder Coating home business with capacity to machine custom small parts with CNC mill machine on a 1.1 acre lot on 78 Greenhill Road (Map 220, Lot 18) in the General Residential (GR) Zoning District.
 - The original application was filed with the Land Use Office on May 21, 2014
 - Addition materials were received by the Land Use Office on June 23, 2014
 - The Notice was posted in Fosters Daily Democrat on June 24, 2014
 - Abutter Notices were mailed June 25, 2014
 - Comment from Chief Conway was "Should be no impact"
 - Comment from Chief Walker "This is a low impact business that should have little to no impact on the Fire & Rescue Department"

- Comment from Tom Abbott, Building Inspector “Will need permits for all building modifications. Seems to be low impact type of business.”
- The applicant has requested a waiver from providing a new site plan, Section II. The applicant is not proposing changes to the site at this time. The applicant did mention the desire to possibly pave the existing drive in the future. The Board could give the applicant guidance as to whether they felt a drainage analysis & site plan would be needed prior to paving.
- The Land Use Office will provide the 1998 approved site plan for the location. It is a large plan and available in the office prior to the meeting.
- The Board should consider the waiver from providing a new site plan prior to voting to accept the application as complete
- If the Board accepts the application as complete a public hearing should follow
- If or when the Board chooses to approve the application staff recommends a Notice of Decision to read substantially as follows:



Planning & Land Use Department

Town of Barrington

PO Box 660

333 Calef Highway

Barrington, NH 03825

603.664.0195

barrplan@metrocast.net

barrplan@gmail.com

DRAFT – NOTICE OF DECISION

[Office use only]	Date certified:	As built received:	Surety returned
<i>"Applicant", herein, refers to the property owner, business owner, individual(s), or organization submitting this application and to his/her/its agents, successors, and assigns.</i>			
220-18-Gr-14-SR(Stephen M. Flynn) Request by the applicant for a Site Review and 3.4 Conditional Use Permit to open a Powder Coating home business with the capacity to machine small parts with CNC mill machine on a 1.1 acre lot located at 78-84 Greenhill Road (Map 220, Lot 18) in the General Residential (GR) Zoning District.			

Applicant: Stephen & Lorraine Flynn 54A Rutland Street Dover, NH 03825	Dated: XXXX
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Dear Stephen & Lorraine:

This is to inform you that the Barrington Planning Board at its xxxxxx, 2014 meeting **APPROVED** your application referenced above.

The application was approved with the following conditions:
Reference Article 7.4 of the Town of Barrington Zoning Ordinance

- 1) A Certificate of Occupancy is required from the Code Enforcement Officer prior to occupancy

- 2) This parcel is located in the Ground Water Protection Overlay District. Applicant must comply with Article 12 of the Town of Barrington Zoning Ordinance.
- 3) Any modifications to the building will require permits from the Code Enforcement Office.
- 4) This approval is for the use as specified in the application materials.
- 5) Not more than two (2) non-residents of the property may be employed within the home business.
- 6) There shall be no display of goods or wares visible from the street except one (1) unlighted sign, which is no larger than four (4) square feet in size, may be placed on the property.
- 7) Not more than two (2) commercial vehicles related to said home business shall be stored on premises.
- 8) The building or premises containing said home business shall not be rendered objectionable or detrimental to the residential character of the neighborhood because of exterior appearance, traffic, emission of odor, smoke, dust, noise, on-site storage of hazardous materials as determined by the Barrington Fire Department.

I wish you the best of luck with your project. If you have any questions or concerns, please feel free to contact me.

Sincerely,

Marcia J. Gasses
Town Planner & Land Use Administrator

cc: File

3. [206-20-GR-14-SUB/LL \(Dawn & Douglas Hatch\)](#) Request by the applicant for a Boundary Line Adjustment, Waivers and a 2 lot Subdivision on a 11.58 acre lot on Second Crown Point Road and Pond Hill Road (Map 206, Lot 20) in the General Residential Zoning District. By: Randy R. Orvis, Geometres Blue Hills, LLC; PO Box 277; Farmington, NH 03835
 - The application was received by the Land Use Office on June 11, 2014
 - The Notice was posted in Fosters Daily Democrat on June 24, 2014
 - Abutter Notices were mailed June 25, 2014
 - The Selectmen are in receipt of a request to undo an involuntary merger of parcel 4 & 5
 - The applicant has requested a waiver from Article 5.3.1(6) & 5.3.1(9) requiring showing all of the existing grades, contours, and natural features across the entire 11.58 site. They have shown the existing conditions to prove minimum required area on each lot and believe the further delineation would be a substantial and unnecessary cost. The Board should address the waiver request prior to accepting the application as complete
 - If the application is accepted as complete the Planning Board should hold the public hearing
 - Chief Conway has recommended that the plan “show the driveway placement and site distance”
 - Peter Cook, Road Agent visited the site and stated “he had no issues or concerns, there is adequate sight distance
 - If or when the Board chooses to approve the application, staff recommends a Notice of Decision to read substantially as follows:



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DRAFT NOTICE OF DECISION

[Office use only]	Date certified:	As builts received: N/A	Surety returned: N/A
<i>"Applicant," herein, refers to the property owner, business owner, individual(s), or organization submitting this application and to his/her/its agents, successors, and assigns.</i>			
Proposal Identification: Request by the applicant for a Boundary Line Adjustment, Waivers and a 2 lot Subdivision on an 11.58 site located on Second Crown Point Road and Pond Hill Road (Map 206, Lot 20) in the General Residential Zoning District. By: Randy R. Orvis, Geometres Blue Hills, LLC; PO Box 277; Farmington, NH 03835			
Applicant: Dawn & Douglas Hatch 120 Second Crown Point Road Barrington, NH 03825		Dated: xxxx /2014	

Dear Dawn & Douglas:

This is to inform you that the Barrington Planning Board at its June 3, 2014 meeting **APPROVED** your application referenced above.

All of the precedent conditions below must be met by the applicant, at the expense of the applicant, prior to the plans being certified by the Planning Board. Certification of the plans is required prior to commencement of any site work or recording of any plans. Once these precedent conditions are met and the plans are certified the approval is considered final.

Please Note* If all of the precedent conditions are not met within 90 days, **by XXXXX, 2014**, the Boards approval will be considered to have lapsed, unless a mutually agreeable extension has been granted by the Board.

Conditions Precedent

- 1) a) Add the owners signature to the final plan
- 2) The applicant's surveyor shall certify in writing that the bounds and pins have been installed according to the plans.

- 3) Add the following plan notes:
 - a) Waivers were granted from plan check list requirements, 25 a-c, 31
- 4) Any outstanding fees shall be paid to the Town
- 5) The undoing of the Involuntary Merger must be approved by the Selectmen
- 5) For lot line adjustments the applicant shall submit to the Land Use Office a copy of the signed and notarized deed which will effect the conveyance of the subject property before the plat is certified by the Planning Board Chair. Once the plat is certified the deed must be recorded simultaneously with the plat.
- 6) Final drawings. (a) three sets of large black line plus (c) one set of 11"x17" final approved plans plus (d) one electronic version by pdf or CD must be on file with the Town. Each individual sheet in every set of drawings must be stamped and signed by the land surveyor, engineer, or architect responsible for the plans. (The applicant need only submit additional black line sets of drawings or individual sheets, as needed, to make three complete sets consult the Planning Department.) Note. If there are significant changes to be made to the plans, as specified above, one full size paper check print must be sent to the Planning Department for review prior to producing these final drawings.

Subsequent Conditions

- 1) Current Use subject property or a portion of it is presently in Current Use. The applicant must provide the Town of Barrington Assessing Department a revised current use map and/or any other items needed to assure that the requirements of RSA 79-A and the New Hampshire Department of Revenue's Administrative Rules are satisfied.

I wish you the best of luck with your project. If you have any questions or concerns, please feel free to contact me.

Sincerely,

Marcia J. Gasses
Town Planner & Land Use Administrator

cc: Randy R. Orvis Geometres Blue Hills, LLC
File

4. [203-7-GR-14-SD \(Joseph & Virginia Carbaugh\)](#) Request by applicant for a 2 lot subdivision to create a back lot and a 9.6 Special Permit on a 10.52 acre lot on 282 Second Crown Point Road (Map 203, Lot 7) in the General Residential Zoning District. By: Kenneth A, Berry, PE, LLS; 335 Second Crown Point Road; Barrington, NH 03825
 - April 14, 2014 the ZBA granted a Special Exception to from the terms of Article 4.1.2 of the Barrington Zoning Ordinance to allow access to the property from a side not the frontage

- The Application for subdivision was received on May 13, 2014
- The applicant appeared before the Planning Board on June 3, 2014 and the application was continued to allow time to address a 75' setback from the Berry River
- The Application includes a request for a 9.6 Special Permit to allow an 18' wide driveway to access the buildable area of the lot
- 9.6 Special Permit for Construction in a Wetland Buffer – A use not otherwise permitted in the wetland buffer may be undertaken if the Planning Board approves an applicant's request for a Special Permit, provided such use is in keeping with the intent and purpose set forth in this Ordinance as permitted in the base zoning district and meets the standards listed below.
 - 9.6(1) After a review of all reasonable alternatives it is determined to be infeasible to place the structure outside of the buffer zone.
 - 9.6(1)(a) The structure must be set back as far as possible from the delineated edge of the wetland or surface water; and
 - 9.6(1)(b) Appropriate erosion control measures must be in place prior to and during construction; and
 - 9.6(1)(c) Any disturbance to the surrounding buffer zone must be repaired and restored upon completion of construction; and
 - 9.6(1) (d) All available mitigation measures to address changes in water quality and quantity be implemented, along with design and construction methods to minimize adverse impacts, if required by the Planning Board.
- The Board should vote on acceptance of the application as substantially complete, prior to opening the public hearing
- Chief Walker made the following comments, "this driveway will require a street name, and everyone on this driveway will be required to have a new address. He would like to see written documentation that people using the shared driveway understand this. Turnouts constructed every 250 feet. Driveway built to acceptable Town standards as approved by the Road Agent
- Staff recommends the Board recess the public hearing and schedule a site walk
- If or when the Board chooses to approve the application staff recommends the Notice of Decision to read substantially as follows:



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DRAFT NOTICE OF DECISION

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"Applicant", herein, refers to the property owner, business owner, individual(s), or organization submitting this application and to his/her/its agents, successors, and assigns.			
Proposal Identification:			

Applicant: Joseph P. & Virginia M. Carbaugh By: Kenneth A. Berry, P.E., LLS	Dated: /2014
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Dear applicant:

This is to inform you that the Barrington Planning Board at its XXXX, 2014 meeting **CONDITIONALLY APPROVED** your application referenced above.

All of the precedent conditions below must be met by the applicant, at the expense of the applicant, prior to the plans being certified by the Planning Board. Certification of the plans is required prior to commencement of any site work or recording of any plans. Once these precedent conditions are met and the plans are certified the approval is considered final.

Please Note* If all of the precedent conditions are not met within 6 calendar months to the day, **by XXXX, 2014**, the Boards approval will be considered to have lapsed, unless a mutually agreeable extension has been granted by the Board. *Reference 8.23 of the Town of Barrington Subdivision Regulations*

Conditions Precedent

- 1
 - a) Add the owners signature to the final plan
 - b) Add the wetland scientist stamp & signature to the final plan
- 2) The applicant's surveyor shall certify in writing that the bounds and pins have been installed according to the plans.
- 3) This driveway will require a street name and everyone on this driveway will be required to have a new address. Written documentation must be provided that lot owners on this shared driveway understand this requirement.
- 4) Add the following plan revisions to the plans
- 5) Add the following plan notes:
 - a) List Special Permit for Wetland Buffer (*if granted*)
 - b) Add the State Subdivision Approval number to the plan
 - c) The driveway is required to have turnouts constructed every 250' and built to acceptable town standard as approved by the Road Agent (*Reference 12.3.2 of the Barrington Subdivision Regulations*)
- 6) Town Counsel shall approve driveway easement language.
- 7) Any outstanding fees shall be paid to the Town
- 8) Proper and complete survey monumentation shall be installed on the properties as a condition to final approval of the application. Granite bounds shall be set at the intersection of existing or proposed lot sidelines with existing proposed streets. Iron pins (pipe or rod) are to be placed at all property line corners and angles, and all points of curvature and points of tangency. Monuments for the lot being developed shall be placed not more than 300 feet apart in any straight line. The applicant's surveyor shall certify in writing that the bounds and pins have been installed according to the submitted plan.
- 9) The Chairman shall endorse three (3) paper copies of the approved plan meeting the conditions of approval upon receipt of an executed bond for all improvements, excluding buildings. The Planning Department shall retain a signed and approved 11" X 17", and

PDF format on CD with supporting documents for Town records. The Planning Department shall record a copy of the Notice of Decision and Conditions of Approval at the Strafford County Registry of Deeds. The applicant shall pay all recording fees prior to final approval.

General and Subsequent Conditions

- 1) The Code Enforcement Officer will inspect and approve the wetland buffer restoration prior to the issuance of a certificate of occupancy.
- 2) Current Use subject property or a portion of it is presently in Current Use. The applicant must provide the Town of Barrington Assessing Department a revised current use map and/or any other items needed to assure that the requirements of RSA 79-A and the New Hampshire Department of Revenue's Administrative Rules are satisfied.

CASES BEFORE THE BOARD

5. [268-1& Additional Lots –GR-13-SUB \(Gerrior Lane Trust\)](#) Request by applicant to present a Section 9.6 application for Special Permit for Construction in wetland buffer, Subdivide and create 10 lots, construct approximately 990LF of roadway, a shared driveway and realign a portion of Saint Matthews Drive located on Gerrior Lane and Saint Matthews Drive (Map 268, Lots 1, 1.1, 1.2, 1.3, 1.4 & 1.5) in the General Residential (GR) Zoning District. By: Michael Sievert, P.E.; MJS Engineering, P.C.; 5 Railroad Street; Newmarket, NH 03857.

Approved by the board to be continued until August 5, 2014

COMMUNICATIONS RECEIVED

6. Letter from Town Planner regarding three Site Review Applications received from applicant James Mitchell/Three Socios, LLC.

REPORTS FROM OTHER COMMITTEES

UNFINISHED BUSINESS

OTHER BUSINESS THAT MAY PROPERLY COME BEFORE THE BOARD

7. Brief discussion on visiting sites previously approved by the Planning Board.

SETTING OF DATE, TIME AND PLACE OF NEXT MEETING AND ADJOURNMENT

July 22, 2014 Elementary School Annex